

Document No. 10 Approved For Release SECRET CIA-RDP78-04718A0017000200526m5

No Change In Class ☒ ☐ Declassified

Class. Changed to: TS S 12.13.88

Next Review Date: 12.13.88

Auth: KR 70-3

Date: 12.13.78 By: 35

DRAFT (11 March 1955)

Dispatch

TO: All Senior Representatives, Chiefs of Missions and Field Stations

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FROM: Chief, [REDACTED]

SUBJECT: Reorganization of the Support Functions at Headquarters

ILLEGIB

1. Recently a change in organizational structure was ordered by [REDACTED]. In effect, this brought under one roof all the support type functions. One result of this reorganization is reflected in the change in title of the Chief, [REDACTED], and the new title is shown as Identity 1 in an accompanying dispatch. Three additional components were placed under the Chief, [REDACTED], and their titles are indicated as Identities 2 through 4.

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2. The Administration Office for [REDACTED] heretofore headed by [REDACTED] who is shortly going overseas PCS, has been amalgamated into the over-all support mechanism of [REDACTED]. [REDACTED] now heads this office as Identity 5, representing the Chief, [REDACTED], and continues to function in the location formerly occupied by [REDACTED]. In addition to his purely support functions, [REDACTED] will continue to exercise certain of the delegations from Chief, [REDACTED] heretofore made to [REDACTED]. Permanently assigned to [REDACTED]'s staff are representatives from Identities 3, 6, and 7 to bring these support components into direct and continuous contact with [REDACTED] matters arising in their respective fields.

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3. It is not expected that this change at headquarters, of itself, requires any reorganization at the larger Stations or Missions. These elements should continue to be organized and staffed in a manner consistent with their needs.

4. Since I have accepted the responsibility for furnishing all types of support, I wanted to take this means of assuring you, toward whom 80 per cent of our effort is directed, of my personal interest in seeing that the support mechanism is effective. The instructions furnished to [REDACTED] and the components reporting to me will, I believe, ultimately result in a smaller volume of paper flow, permitting an increased use of personal contacts in "getting the job done." This, in turn, cannot but further increase the understanding and respect between the using and the supporting offices.

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DD/s July